

Chief, Management Staff

4 May 1956

Chief, O&M Staff (DD/I and DD/S Areas)

Work Report, Week Ending 3 May 1956.

1. Project 6-16, Survey of Personnel Procedures [REDACTED].

No action on Commo project pending publication of first machine run of the T/O under the new system - due out about the middle of May. Discussions have been held with [REDACTED] (Commo) and with [REDACTED] (OP, Records Division) and no unfavorable reaction has been discovered in light of operational experience today. The provisions of the system are not fully effective throughout the entire Commo structure but, according to the Commo Administrative Officer, are being installed as rapidly as possible.

2. Project 5-1a, Fiscal Division [REDACTED]. No change in status.

3. Project 6-24, Survey of Separation Procedures [REDACTED]. All components have been interviewed and the data are being compiled and analyzed.

4. Project 5-46, ELINT Study [REDACTED]. No change in status.

5. Project 5-73, CBI Reorganization [REDACTED]. No change in status.

6. Project 5-62a, Survey of Industrial Register [REDACTED]. No change in status.

7. Project 5-62, Study of All Registers, OCR [REDACTED]. At the request of the Chief and Deputy Chief, SR, Mr. [REDACTED] discussed informally changes in workload and emphasis and advised them concerning a plan in T/O revision. The proposed revision in organization is along the lines of a recommendation which we are including in our staff study to the AD/CR. Preparation of staff study is continuing.

8. Project 5-72, Cartographic Support Regulation [REDACTED]. No change in status.

9. Project 6-21, Study of Agency Clipping Services Provided by OCR and DD/P [REDACTED]. Interviews with Agency components are continuing. A copy of a memorandum has been obtained from the Office of the DD/I in which Mr. [REDACTED] of DD/P agreed to continue the News Highlights. This agreement was concurred in by the Planning Assistant, DD/I and approved by the DCI.

10. Project 6-14, Study of Overtime Practices. No change in status.

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11. Project 6-28. Transfer of Slots From Field to Headquarters, Office of Security [REDACTED]. Essential position data on 21 changes and workload information reflecting comparative figures for fiscal years 1955 and 1956 have been received and checked within the past week. Coordination of organizational and functional changes is now in process. The institution of the new Foreign Desk is giving rise to a temporary records problem concerning which current information is being furnished to the Records Management Staff.

12. Analysis of Manpower Survey [REDACTED] No change 25X1A9a
in status.

13. Production Control System, Photo Intelligence Division ORR [REDACTED]. 25X1A9a
No change in status.

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14. Reduction of T/O to Ceiling, Offices and Staffs of the DD/S [REDACTED]. Memorandum to the DD/S recommending adjustment in the T/O to bring it in line with the ceiling has been forwarded (MS-841).

15. OGI Reorganization and Reduction of T/O to Ceiling [REDACTED]. No 25X1A9a
change in status.

16. MS-845. Organizational Adjustment, Supply Division, Office of Logistics. Possibility of overlapping responsibilities for property and financial accounting between the Supply Division and Finance Division were explored by the Comptroller and representatives of the Office of Logistics and no conflict in responsibilities was found. Memorandum recommending approval of proposed organizational structure and staffing pattern forwarded to Chief, Management Staff for signature.

[REDACTED] 25X1A9a